



DRAFT

MINUTES

**THOMAS TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
THOMAS TOWNSHIP PUBLIC SAFETY BUILDING
8215 SHIELDS DRIVE, SAGINAW, MICHIGAN
September 24, 2019**

Members Present

F. Gray
L. McCoy
R. Weise
M. Wenglikowski
D. Duclos
M. Dense
D. Emeott

Members Absent

T. Radewahn
L. Husen

Others Present

R. Taylor, Township Manager

Mr. Gray called the meeting to order at 9:00 a.m.

Approval of Agenda:

Motion by Mr. Weise, supported by Mr. Duclos, to approve the agenda as presented.

VOTE: 7 YEAS 0 NAYS 2 ABSENT MOTION CARRIED

Approval of Minutes:

Motion by Ms. McCoy, supported by Mr. Emeott, to approve the minutes of May 28, 2019

VOTE: 7 YEAS 0 NAYS 2 ABSENT MOTION CARRIED

Approval of Expenditures:

Motion by Mr. Duclos, supported by Dr. Dense to approve the expenditures as presented.

VOTE: 7 YEAS 0 NAYS 2 ABSENT MOTION CARRIED

Unfinished Business:

A. Cost Reassessment for Over-the-Road Banner Installation

The new cost assessment completed by Mr. Rick Hopper, Director of Public Works, was presented and discussed. A follow-up will be discussed at a later meeting about the possibility of a new pulley system to be used for the banner installations.

New Business:

A. Financial Forecast

The 2019/2020 Financial Forecast was presented and reviewed by the DDA members. Mr. Taylor noted that the final bond payment has been made and that the Township General Fund transferred to the DDA Fund until winter taxes are received. He further noted that this is the first year county taxes will be captured, though the amount was nominal. Now that the bonds are paid off, the fund balance will begin to increase again. Motion by Dr. Dense, supported by Mr. Duclos to approve the Financial Forecast noting that the West Gateway Sign project may be changed to another project or date should they decide to change it.

VOTE: 7 YEAS 0 NAYS 2 ABSENT MOTION CARRIED

B. Annual Audit-

The annual audit completed by Smith & Klackiewicz was presented and filed. There were no issues.

C. Banner Calendar Update

The 2019 Over-the-Road Banner Calendar was presented along with several changes that were made:

- TTBA proposed banner was removed from the calendar as they chose not to purchase one.
- The date for "Build Week" was adjusted to match the event.
- The Christmas Train banner date was changed to match event date.

Motion by Mr. Weise, supported by Ms. McCoy to accept the updated Over-the-Road Banner Calendar as presented.

VOTE: 7 YEAS 0 NAYS 2 ABSENT MOTION CARRIED

D. Bond Payoff

Mr. Gray noted that this topic was covered during the Financial Forecast discussion.

E. Commercial Building Updates

An update was discussed concerning current building projects taking place in the Township including Meijer, O'Reilly Auto, Frankenmuth Credit Union and Saginaw Control & Engineering.

Reports:

Chairperson-none

Vice Chairperson- none

Secretary-none

Board Members- Dr. Dense stated he will be leasing space in January from Mary's Cakery in the Cornerstone Building.

Staff- none

Adjournment:

Motion by Mr. Weise, supported by Mr. Duclos, to adjourn the meeting at 9:42 a.m.

VOTE 7 YEAS 0 NAYS 2 ABSENT MOTION CARRIED